

820 Payment Order/Remittance Advice

Functional Group ID= **RA**

Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Payment Order/Remittance Advice Transaction Set (820) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to make a payment, send a remittance advice, or make a payment and send a remittance advice. This transaction set can be an order to a financial institution to make a payment to a payee. It can also be a remittance advice identifying the detail needed to perform cash application to the payee's accounts receivable system. The remittance advice can go directly from payer to payee, through a financial institution, or through a third party agent.

Notes:

- 1. This transaction set will be used by the disbursing office to transmit remittance advice to the vendor or designated third party.*
- 2. The monetary amount in BPR02 should be the sum of all "outer" loop values in data element ADX01 and all data element RMR04 amounts, if present. The data cited in data elements BPR12-15 are in effect, the vendor's EFT "Remit To" electronic address. The date cited in BPR16 is the date used for early discount and late payment calculations.*
- 3. For a vendor with a single EFT account, only data elements BPR02 and BPR16 will vary per payment.*

Heading:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
	010	ST	Transaction Set Header	M	1		
	020	BPR	Beginning Segment for Payment Order/Remittance Advice	M	1		
N/U	030	NTE	Note/Special Instruction	O	>1		
	035	TRN	Trace	O	1		c1
	040	CUR	Currency	O	1		c2
	050	REF	Reference Numbers	O	>1		
	060	DTM	Date/Time Reference	O	>1		
			LOOP ID - N1			>1	
	070	N1	Name	O	1		c3
	080	N2	Additional Name Information	O	>1		
	090	N3	Address Information	O	>1		
	100	N4	Geographic Location	O	1		
N/U	110	REF	Reference Numbers	O	>1		
	120	PER	Administrative Communications Contact	O	>1		

Detail:

<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
LOOP ID - ENT						>1
010	ENT	Entity	O	1		n1, c4
LOOP ID - N1						>1
020	N1	Name	O	1		c5
030	N2	Additional Name Information	O	>1		
040	N3	Address Information	O	>1		
050	N4	Geographic Location	O	1		
N/U	060	REF	O	>1		
070	PER	Administrative Communications Contact	O	>1		
LOOP ID - ADX						>1
080	ADX	Adjustment	O	1		c6
090	NTE	Note/Special Instruction	O	>1		
N/U	100	PER	O	>1		
105	DTM	Date/Time Reference	O	1		
LOOP ID - REF						>1
110	REF	Reference Numbers	O	1		
N/U	120	DTM	O	>1		
LOOP ID - IT1						>1
N/U	130	IT1	O	1		c7
LOOP ID - REF						>1
N/U	140	REF	O	1		
N/U	141	DTM	O	1		
LOOP ID - SAC						>1
N/U	142	SAC	O	1		Service, Promotion, Allowance, or Charge Information
N/U	143	TXI	O	>1		Tax Information
LOOP ID - SLN						>1
N/U	144	SLN	O	1		Subline Item Detail
LOOP ID - REF						>1
N/U	145	REF	O	1		Reference Numbers
N/U	146	DTM	O	>1		Date/Time Reference
LOOP ID - SAC						>1
N/U	147	SAC	O	1		Service, Promotion, Allowance, or Charge Information
N/U	148	TXI	O	>1		Tax Information
LOOP ID - RMR						>1
150	RMR	Remittance Advice Accounts Receivable Open Item Reference	O	1		c8
N/U	160	NTE	O	>1		Note/Special Instruction
170	REF	Reference Numbers	O	>1		
180	DTM	Date/Time Reference	O	>1		
LOOP ID - IT1						>1

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N/U	190	IT1	Baseline Item Data (Invoice)	O	1	c9
LOOP ID - REF						>1
N/U	200	REF	Reference Numbers	O	1	
N/U	201	DTM	Date/Time Reference	O	1	
LOOP ID - SAC						>1
N/U	202	SAC	Service, Promotion, Allowance, or Charge Information	O	1	
N/U	203	TXI	Tax Information	O	>1	
LOOP ID - SLN						>1
N/U	204	SLN	Subline Item Detail	O	1	
LOOP ID - REF						>1
N/U	205	REF	Reference Numbers	O	1	
N/U	206	DTM	Date/Time Reference	O	>1	
LOOP ID - SAC						>1
N/U	207	SAC	Service, Promotion, Allowance, or Charge Information	O	1	
N/U	208	TXI	Tax Information	O	>1	
LOOP ID - ADX						>1
	210	ADX	Adjustment	O	1	c10
	220	NTE	Note/Special Instruction	O	>1	
N/U	230	PER	Administrative Communications Contact	O	>1	
LOOP ID - REF						>1
	240	REF	Reference Numbers	O	1	
	250	DTM	Date/Time Reference	O	>1	
LOOP ID - IT1						>1
N/U	260	IT1	Baseline Item Data (Invoice)	O	1	c11
LOOP ID - REF						>1
N/U	270	REF	Reference Numbers	O	1	
N/U	271	DTM	Date/Time Reference	O	1	
LOOP ID - SAC						>1
N/U	272	SAC	Service, Promotion, Allowance, or Charge Information	O	1	
N/U	273	TXI	Tax Information	O	>1	
LOOP ID - SLN						>1
N/U	274	SLN	Subline Item Detail	O	1	
LOOP ID - REF						>1
N/U	275	REF	Reference Numbers	O	1	
N/U	276	DTM	Date/Time Reference	O	>1	
LOOP ID - SAC						>1
N/U	277	SAC	Service, Promotion, Allowance, or Charge Information	O	1	
N/U	278	TXI	Tax Information	O	>1	
LOOP ID - TXP						>1
N/U	280	TXP	Tax Payment	O	1	n2
N/U	285	TXI	Tax Information	O	>1	

			LOOP ID - DED	>1		
	287	DED	Deductions	O	1	n3
			LOOP ID - LX	>1		
N/U	290	LX	Assigned Number	O	1	n4
N/U	295	REF	Reference Numbers	O	>1	
N/U	300	TRN	Trace	O	>1	
			LOOP ID - NM1	>1		
N/U	305	NM1	Individual or Organizational Name	O	1	
N/U	310	REF	Reference Numbers	O	>1	
N/U	315	G53	Maintenance Type	O	1	
			LOOP ID - AIN	>1		
N/U	320	AIN	Income	O	1	
N/U	325	QTY	Quantity	O	>1	
N/U	330	DTP	Date or Time or Period	O	>1	
			LOOP ID - PEN	>1		
N/U	335	PEN	Pension Information	O	1	
N/U	340	AMT	Monetary Amount	O	>1	
N/U	345	DTP	Date or Time or Period	O	>1	
			LOOP ID - INV	>1		
N/U	350	INV	Investment Vehicle Selection	O	1	
N/U	355	DTP	Date or Time or Period	O	>1	

Summary:

Pos.	Seg.		Req.		Loop	Notes and
<u>No.</u>	<u>ID</u>	<u>Name</u>	<u>Des.</u>	<u>Max.Use</u>	<u>Repeat</u>	<u>Comments</u>
010	SE	Transaction Set Trailer	M	1		

Transaction Set Notes

1. The ENT loop is for vendor payments.
2. The TXP loop is for tax payments.
3. The DED loop is for child support payments.
4. The LX loop is for pension payments.

Transaction Set Comments

1. The TRN segment is used to uniquely identify a payment order/remittance advice.
2. The CUR segment does not initiate a foreign exchange transaction.
3. The N1 loop allows for name/address information for the payer and payee which would be utilized to address remittance(s) for delivery.
4. ENT09 may contain the payee's accounts receivable customer number.
5. Allowing the N1 segment to repeat in this area allows the paying entity within a payer and the paid entity within a payee to be identified (not the payer and payee).
6. This ADX loop contains adjustment items which are not netted to an RMR segment in this transaction set.
7. Loop IT1 within the ADX loop is the adjustment line item detail loop.

8. Loop RMR is for open items being referenced or for payment on account.
9. Loop IT1 within the RMR loop is the remittance line item detail loop.
10. This ADX loop can only contain adjustment information for the immediately preceding RMR segment and affects the amount (RMR04) calculation. If this adjustment amount is not netted to the immediately preceding RMR, use the outer ADX loop (position 080).
11. Loop IT1 within the ADX loop is the adjustment line item detail loop.

Segment: **ST** Transaction Set Header
Position: 010
Loop:
Level: Heading
Usage: Mandatory
Max Use: 1
Purpose: To indicate the start of a transaction set and to assign a control number
Syntax Notes:
Semantic Notes: 1 The transaction set identifier (ST01) used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).
Comments:

Data Element Summary

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use ST01	143	Transaction Set Identifier Code	M	ID 3/3
		Code uniquely identifying a Transaction Set		
		820 X12.4 Payment Order/Remittance Advice		
Must Use ST02	329	Transaction Set Control Number	M	AN 4/9
		Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set		
		<i>This unique control number is assigned by the originator of the transaction set or by the originator's application program. This same number is carried in SE02.</i>		

Segment:	BPR Beginning Segment for Payment Order/Remittance Advice
Position:	020
Loop:	
Level:	Heading
Usage:	Mandatory
Max Use:	1
Purpose:	(1) To indicate the beginning of a PaymentOrder/Remittance Advice Transaction Set and total payment amount or (2) to enable related transfer of funds and/or information from payer to payee to occur
Syntax Notes:	<ol style="list-style-type: none"> 1 If either BPR06 or BPR07 is present, then the other is required. 2 If BPR08 is present, then BPR09 is required. 3 If either BPR12 or BPR13 is present, then the other is required. 4 If BPR14 is present, then BPR15 is required. 5 If either BPR18 or BPR19 is present, then the other is required. 6 If BPR20 is present, then BPR21 is required.
Semantic Notes:	<ol style="list-style-type: none"> 1 BPR02 specifies the payment amount. 2 When using this transaction set to initiate a payment, BPR06 through BPR16 may be required, depending on the conventions of the specific financial channel being used. BPR06 and BPR07 relate to the originating depository financial institution (ODFI). 3 BPR08 is a code identifying the type of bank account or other financial asset. 4 BPR12 and BPR13 relate to the receiving depository financial institution (RDFI). 5 BPR14 is a code identifying the type of bank account or other financial asset. 6 BPR15 is the account number of the receiving company to be debited or credited with the payment order. 7 BPR16 is the date the originating company intends for the transaction to be settled (i.e., Payment Effective Date). 8 BPR17 is a code identifying the business reason for this payment. 9 BPR18, BPR19, BPR20 and BPR21, if used, identify a third bank identification number and account to be used for return items only. 10 BPR20 is a code identifying the type of bank account or other financial asset.
Comments:	<ol style="list-style-type: none"> 1 BPR09 is the account of the company originating the payment. This account may be debited or credited depending on the type of payment order.

Data Element Summary

Ref.	Data	Element	Name	Attributes
Must Use	BPR01	305	Transaction Handling Code	M ID 1/2
			Code designating the action to be taken by all parties	
			I Remittance Information Only	
Must Use	BPR02	782	Monetary Amount	M R 1/15
			Monetary amount	
			1. Total monetary amount to be credited/debited.	
			2. A decimal point is required when the amount is in dollars and cents.	

Total payment amount cannot exceed eleven characters (including the decimal) when converted to NACHA format, e.g., 99999999.99

Must Use BPR03 478 Credit/Debit Flag Code M ID 1/1

Code indicating whether amount is a credit or debit

Use to indicate the amount in BPR02 is a credit or debit.

C Credit

D Debit

Must Use BPR04 591 Payment Method Code M ID 3/3

Code identifying the method for the movement of payment instructions

ACH Automated Clearing House (ACH)

CHK Check

When used, cite the check mailing address in the 1/N1/070 loop. Payment by check is discouraged and should be used in the short term only. BPR06 and BPR07 are required.

FEW Federal Reserve Fund/Wire Transfer - Repetitive

FWT Federal Reserve Funds/Wire Transfer - Nonrepetitive

BPR05 812 Payment Format Code O ID 1/10

Code identifying the payment format to be used

If BPR04 is "ACH", the valid codes are "CCP", "CTX", "PPD", "PPP".

CCP Cash Concentration/Disbursement plus Addenda (CCD+) (ACH)

CTX Corporate Trade Exchange (CTX) (ACH)

PPD Prearranged Payment and Deposit (PPD+) (ACH)

PPP Prearranged Payment and Deposit plus Addenda (PPD+) (ACH)

BPR06 506 (DFI) ID Number Qualifier X ID 2/2

Code identifying the type of identification number of Depository Financial Institution (DFI)

01 ABA Transit Routing Number Including Check Digits (9 digits)

Use to identify the disbursing office number (i.e., the office making the payment).

02 Swift Identification (8 or 11 characters)

Use to indicate Swift Foreign Currency EFT.

BPR07 507 (DFI) Identification Number X AN 3/12

Depository Financial Institution (DFI) identification number

Cite the disbursing office routing number.

BPR08 569 Account Number Qualifier O ID 1/3

Code indicating the type of account

Use to identify the agency location code. Data maintenance action has been submitted to ASC X12 to add code ALC (Agency Location Code) to

this data element. It is expected that this code will be available for use in ASC X12 Version/Release 3060. In the meantime use the listed code.

Z Mutually Defined

Use to indicate the agency location code.

	BPR09	508	Account Number	X AN 1/35
			Account number assigned	
			<i>Cite the Agency Location Code of the paying agency. Required for EFT.</i>	
	BPR10	509	Originating Company Identifier	O AN 10/10
			A unique identifier designating the company initiating the funds transfer instructions. The first character is one-digit ANSI identification code designation (ICD) followed by the nine-digit identification number which may be an IRS employer identification number (EIN), data universal numbering system (DUNS), or a user assigned number; the ICD for an EIN is 1, DUNS is 3, user assigned number is 9	
N/U	BPR11	510	Originating Company Supplemental Code	O AN 9/9
			A code defined between the originating company and the originating depository financial institution (ODFI) that uniquely identifies the company initiating the transfer instructions	
	BPR12	506	(DFI) ID Number Qualifier	X ID 2/2
			Code identifying the type of identification number of Depository Financial Institution (DFI)	
			<i>1. BPR12 through BPR15 relate to the receiving depository financial institution and account.</i>	
			<i>2. Leave blank if BPR04 is CHK.</i>	
		01	ABA Transit Routing Number Including Check Digits (9 digits)	
			<i>Use to indicate the receiving depository financial institution transit routing number as provided by the vendor at registration.</i>	
		02	Swift Identification (8 or 11 characters)	
		ZZ	Mutually Defined	
			<i>Any payment not going through the Federal Reserve System.</i>	
	BPR13	507	(DFI) Identification Number	X AN 3/12
			Depository Financial Institution (DFI) identification number	
			<i>Use to identify the receiving financial institution for the vendor as provided by the vendor at the time of registration. If 01 in BPR12 cite the receiving financial institution's 9-digit RTN. Required for EFT.</i>	
	BPR14	569	Account Number Qualifier	O ID 1/3
			Code indicating the type of account	
			<i>Use to identify the type of account and use BPR15 to identify the Payee's account number. This data element is required when EFT is used. Leave blank if BPR04 is code CHK.</i>	

			DA SG	Demand Deposit Savings			
	BPR15	508	Account Number		X	AN	1/35
			Account number assigned				
			<i>Use to identify the receiver's bank account. This data element is required when EFT is used.</i>				
	BPR16	373	Date		O	DT	6/6
			Date (YYMMDD)				
			<i>Use to identify the settlement date.</i>				
	BPR17	1048	Business Function Code		O	ID	1/3
			Code identifying the business reason for this payment				
			PCS	Payment of Child Support			
			VEN	Vendor Payment			
N/U	BPR18	506	(DFI) ID Number Qualifier		X	ID	2/2
			Code identifying the type of identification number of Depository Financial Institution (DFI)				
N/U	BPR19	507	(DFI) Identification Number		X	AN	3/12
			Depository Financial Institution (DFI) identification number				
N/U	BPR20	569	Account Number Qualifier		O	ID	1/3
			Code indicating the type of account				
N/U	BPR21	508	Account Number		X	AN	1/35
			Account number assigned				

Segment: **TRN** Trace

Position: 035

Loop:

Level: Heading

Usage: Optional

Max Use: 1

Purpose: To uniquely identify a transaction to an application

Syntax Notes:

Semantic Notes:

- 1 TRN02 provides unique identification for the transaction.
- 2 TRN03 identifies an organization.
- 3 TRN04 identifies a further subdivision within the organization.

Comments:

Notes:

1. Use this 1/TRN/035 segment to allow an originator to identify a transaction for tracking purposes.
2. Although use of this segment is optional, failure to cite a reference number in TRN02 will make it difficult to identify this transaction set in an Application Advice, 824 transaction set.
3. Use of a Trace Number is required when submitting an ACH to a financial institution.

Data Element Summary

Ref.	Des.	Data Element	Name	Attributes
Must Use	TRN01	481	Trace Type Code	M ID 1/2
			Code identifying which transaction is being referenced	
		1	Current Transaction Trace Numbers	
			Indicates that this is the trace number for this transaction.	
Must Use	TRN02	127	Reference Number	M AN 1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	
			A unique number assigned by the originator of the transaction set.	
N/U	TRN03	509	Originating Company Identifier	O AN 10/10
			A unique identifier designating the company initiating the funds transfer instructions. The first character is one-digit ANSI identification code designation (ICD) followed by the nine-digit identification number which may be an IRS employer identification number (EIN), data universal numbering system (DUNS), or a user assigned number; the ICD for an EIN is 1, DUNS is 3, user assigned number is 9	
N/U	TRN04	127	Reference Number	O AN 1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	

Segment: **CUR** Currency

Position: 040

Loop:

Level: Heading

Usage: Optional

Max Use: 1

Purpose: To specify the currency (dollars, pounds, francs, etc.) used in a transaction

Syntax Notes:

- 1 If CUR08 is present, then CUR07 is required.
- 2 If CUR09 is present, then CUR07 is required.
- 3 If CUR10 is present, then at least one of CUR11 or CUR12 is required.
- 4 If CUR11 is present, then CUR10 is required.
- 5 If CUR12 is present, then CUR10 is required.
- 6 If CUR13 is present, then at least one of CUR14 or CUR15 is required.
- 7 If CUR14 is present, then CUR13 is required.
- 8 If CUR15 is present, then CUR13 is required.
- 9 If CUR16 is present, then at least one of CUR17 or CUR18 is required.
- 10 If CUR17 is present, then CUR16 is required.
- 11 If CUR18 is present, then CUR16 is required.
- 12 If CUR19 is present, then at least one of CUR20 or CUR21 is required.
- 13 If CUR20 is present, then CUR19 is required.
- 14 If CUR21 is present, then CUR19 is required.

Semantic Notes:

Comments: 1 See Figures Appendix for examples detailing the use of the CUR segment.

Data Element Summary

Ref.	Data			
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	CUR01	98	Entity Identifier Code	M ID 2/2
			Code identifying an organizational entity, a physical location, or an individual	
			Refer to 003050 Data Element Dictionary for acceptable code values.	
Must Use	CUR02	100	Currency Code	M ID 3/3
			Code (Standard ISO) for country in whose currency the charges are specified	
	CUR03	280	Exchange Rate	O R 4/6
			Value to be used as a multiplier conversion factor to convert monetary value from one currency to another	
	CUR04	98	Entity Identifier Code	O ID 2/2
			Code identifying an organizational entity, a physical location, or an individual	
			Refer to 003050 Data Element Dictionary for acceptable code values.	
	CUR05	100	Currency Code	O ID 3/3
			Code (Standard ISO) for country in whose currency the charges are specified	

	CUR06	669	Currency Market/Exchange Code	O	ID	3/3	Code identifying the market upon which the currency exchange rate is based Refer to 003050 Data Element Dictionary for acceptable code values.
	CUR07	374	Date/Time Qualifier	X	ID	3/3	Code specifying type of date or time, or both date and time Refer to 003050 Data Element Dictionary for acceptable code values.
	CUR08	373	Date	O	DT	6/6	Date (YYMMDD)
	CUR09	337	Time	O	TM	4/8	Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)
	CUR10	374	Date/Time Qualifier	X	ID	3/3	Code specifying type of date or time, or both date and time Refer to 003050 Data Element Dictionary for acceptable code values.
	CUR11	373	Date	X	DT	6/6	Date (YYMMDD)
	CUR12	337	Time	X	TM	4/8	Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)
N/U	CUR13	374	Date/Time Qualifier	X	ID	3/3	Code specifying type of date or time, or both date and time
N/U	CUR14	373	Date	X	DT	6/6	Date (YYMMDD)
N/U	CUR15	337	Time	X	TM	4/8	Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)
N/U	CUR16	374	Date/Time Qualifier	X	ID	3/3	Code specifying type of date or time, or both date and time
N/U	CUR17	373	Date	X	DT	6/6	Date (YYMMDD)
N/U	CUR18	337	Time	X	TM	4/8	Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes

(00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)

N/U	CUR19	374	Date/Time Qualifier	X	ID	3/3
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Code specifying type of date or time, or both date and time

N/U	CUR20	373	Date	X	DT	6/6
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Date (YYMMDD)

N/U	CUR21	337	Time	X	TM	4/8
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Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)

Segment: **REF** Reference Numbers
Position: 050
Loop:
Level: Heading
Usage: Optional
Max Use: >1
Purpose: To specify identifying numbers.
Syntax Notes: 1 At least one of REF02 or REF03 is required.
Semantic Notes:
Comments:

Data Element Summary

Ref.	Data	Name	Attributes
Des.	Element		
Must Use REF01	128	Reference Number Qualifier	M ID 2/2
		Code qualifying the Reference Number.	
		CK Check Number	
		VV Voucher	
REF02	127	Reference Number	X AN 1/30
		Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	
		<i>Check number or payment reference number.</i>	
REF03	352	Description	X AN 1/80
		A free-form description to clarify the related data elements and their content	

Segment: **DTM** **Date/Time Reference**
Position: 060
Loop:
Level: Heading
Usage: Optional
Max Use: >1
Purpose: To specify pertinent dates and times
Syntax Notes: **1** At least one of DTM02 DTM03 or DTM06 is required.
2 If either DTM06 or DTM07 is present, then the other is required.
Semantic Notes:
Comments:
Notes: *Use this 1/DTM/060 segment to identify the date of this transaction set.*

Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	DTM01	374	Date/Time Qualifier Code specifying type of date or time, or both date and time 097 Transaction Creation	M ID 3/3
	DTM02	373	Date Date (YYMMDD)	X DT 6/6
	DTM03	337	Time Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	X TM 4/8
N/U	DTM04	623	Time Code Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow	O ID 2/2
	DTM05	624	Century The first two characters in the designation of the year (CCYY)	O N0 2/2
N/U	DTM06	1250	Date Time Period Format Qualifier Code indicating the date format, time format, or date and time format	X ID 2/3
N/U	DTM07	1251	Date Time Period Expression of a date, a time, or range of dates, times or dates and times	X AN 1/35

Segment: **N1** Name

Position: 070

Loop: N1

Level: Heading

Usage: Optional

Max Use: 1

Purpose: To identify a party by type of organization, name, and code

Syntax Notes:

- 1 At least one of N102 or N103 is required.
- 2 If either N103 or N104 is present, then the other is required.

Semantic Notes:

Comments:

- 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.
- 2 N105 and N106 further define the type of entity in N101.

Notes:

1. Use two repetitions of the N1 loop to identify at least the payer and payee organizations. One iteration for the payee is mandatory. A second iteration for the payer is optional.
2. Whenever possible, address information should be transmitted using code values contained in a combination of the N101 and N103/04 data elements. Use N102 and N2-N4 segments only when it is necessary to transmit the full address. For example, if a vendor can be identified by a DUNS number, it is not necessary to transmit the vendor's full address since the relationship between the DUNS number and the vendor's address can be established by accessing a data base in which the information is stored, having been put there at the time the vendor electronically registered as a federal government trading partner.
3. Use the 1/N1/070 loop to identify organization(s) or persons that apply to all of the line items, or are not applicable at the line item level. When the addresses vary by line item, use the 2/N1/020 loop.

Data Element Summary

Ref. Des.	Data Element	Name	Attributes
Must Use N101	98	Entity Identifier Code	M ID 2/2
		Code identifying an organizational entity, a physical location, or an individual	
		PE Payee	
		Use to indicate the vendor. When used, indicate the applicable vendor's code N103/04.	
		PR Payer	
N102	93	Name	X AN 1/35
		Free-form name	
		1. When N101 is code PR, use to indicate the disbursing office.	
		2. When N101 is code PE, cite the name of the payee.	

3. Payee is not required if the standard carrier alpha code (SCAC) is present in N103.

N103	66	Identification Code Qualifier	X	ID	1/2
		Code designating the system/method of code structure used for Identification Code (67)			
		1 D-U-N-S Number, Dun & Bradstreet			
		2 Standard Carrier Alpha Code (SCAC)			
		10 Department of Defense Activity Address Code (DODAAC)			
		33 Commercial and Government Entity (CAGE)			
		93 Code assigned by the organization originating the transaction set			
		<i>Until conversion to DUNS numbers, agencies may cite an agency vendor identification number or an agency internal vendor identification number as related to the agency's payment system. Use only when another listed code is not applicable.</i>			
		FI Federal Taxpayer's Identification Number			
		<i>Use to indicate either the EIN or SSN as appropriate. Required when applicable.</i>			
N104	67	Identification Code	X	AN	2/20
		Code identifying a party or other code			
N/U	N105	706 Entity Relationship Code	O	ID	2/2
		Code describing entity relationship			
N/U	N106	98 Entity Identifier Code	O	ID	2/2
		Code identifying an organizational entity, a physical location, or an individual			

Segment: **N2** Additional Name Information
Position: 080
Loop: N1
Level: Heading
Usage: Optional
Max Use: >1
Purpose: To specify additional names or those longer than 35 characters in length
Syntax Notes:
Semantic Notes:
Comments:
Notes: *This segment is not necessary when the cited party can be identified by a code value in N101/03/04. Use, when necessary, to cite a name to appear on a payment check when that method of payment has been approved.*

Data Element Summary

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use N201	93	Name	M	AN 1/35
		Free-form name		
N202	93	Name	O	AN 1/35
		Free-form name		

Segment: **N3 Address Information**

Position: 090

Loop: N1

Level: Heading

Usage: Optional

Max Use: >1

Purpose: To specify the location of the named party

Syntax Notes:

Semantic Notes:

Comments:

Notes:

1. This segment is not necessary when the cited party can be identified by a code value in N101/03/04. Use, when necessary, to cite a address to appear on a payment check when that method of payment has been approved.
2. This segment is used to cite the street address of the vendor being paid and may include an "Attention" line in the address. For example:

10 Main Street
Attn: Accounts Receivable Department

Data Element Summary

	Ref.	Data		Attributes
	Des.	Element	Name	
Must Use	N301	166	Address Information	M AN 1/35
			Address information	
	N302	166	Address Information	O AN 1/35
			Address information	

Segment: **N4 Geographic Location**

Position: 100

Loop: N1

Level: Heading

Usage: Optional

Max Use: 1

Purpose: To specify the geographic place of the named party

Syntax Notes: 1 If N406 is present, then N405 is required.

Semantic Notes:

Comments: 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.
2 N402 is required only if city name (N401) is in the USA or Canada.

Notes: *This segment is not necessary when the cited party can be identified by a code value in N101/03/04. Use, when necessary, to cite the address to appear on a payment check when that method of payment has been approved.*

Data Element Summary

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
N401	19	City Name	O	AN 2/30
		Free-form text for city name		
N402	156	State or Province Code	O	ID 2/2
		Code (Standard State/Province) as defined by appropriate government agency		
N403	116	Postal Code	O	ID 3/11
		Code defining international postal zone code excluding punctuation and blanks (zip code for United States)		
N404	26	Country Code	O	ID 2/3
		Code identifying the country		
N/U	N405	309 Location Qualifier	X	ID 1/2
		Code identifying type of location		
N/U	N406	310 Location Identifier	O	AN 1/30
		Code which identifies a specific location		

Segment: PER Administrative Communications Contact**Position:** 120**Loop:** N1**Level:** Heading**Usage:** Optional**Max Use:** >1**Purpose:** To identify a person or office to whom administrative communications should be directed

- Syntax Notes:**
- 1 If either PER03 or PER04 is present, then the other is required.
 - 2 If either PER05 or PER06 is present, then the other is required.
 - 3 If either PER07 or PER08 is present, then the other is required.

Semantic Notes:**Comments:**

Notes: Use this 1/PER/120 segment to identify a contact that applies to all of the line items, or are not applicable at the line item level. When the contact varies by line item, use the 2/PER/070 segment.

Data Element Summary

Ref.	Data				
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>		
Must Use PER01	366	Contact Function Code	M	ID	2/2
		Code identifying the major duty or responsibility of the person or group named			
		IC Information Contact			
PER02	93	Name	O	AN	1/35
		Free-form name			
		Cite the last name first, followed by the first name. Do not truncate the last name if whole name is longer than 35 characters. Instead, truncate the first name or use the initial of the first name.			
PER03	365	Communication Number Qualifier	X	ID	2/2
		Code identifying the type of communication number			
		Use to identify the preferred method of communication in the first repetition. Use PER05/06 to identify an additional communication number. Use additional repetitions of the PER segment to identify additional numbers.			
		AU Defense Switched Network			
		EM Electronic Mail			
		FX Facsimile			
		IT International Telephone			
		MN Modem Number			
		TE Telephone			
		TL Telex			
		TM Telemail			
		TX TWX			

PER04	364	Communication Number	X	AN	1/80
		Complete communications number including country or area code when applicable			
		<i>Do not include blank spaces or dashes between numbers.</i>			
PER05	365	Communication Number Qualifier	X	ID	2/2
		Code identifying the type of communication number			
		<i>Use to identify a second communications number for the party cited in PER02. For example, if PER03/04 cites a commercial telephone number, PER05/06 can be used to cited an Electronic Mail address.</i>			
		AU			Defense Switched Network
		EM			Electronic Mail
		EX			Telephone Extension
					<i>Use only if PER03 is used citing code AU, IT, or TE.</i>
		FX			Facsimile
		IT			International Telephone
		MN			Modem Number
		TE			Telephone
		TL			Telex
		TM			Telemail
		TX			TWX
PER06	364	Communication Number	X	AN	1/80
		Complete communications number including country or area code when applicable			
		<i>Do not include blank spaces or dashes between numbers.</i>			
PER07	365	Communication Number Qualifier	X	ID	2/2
		Code identifying the type of communication number			
		<i>Use to provide a third communications number for the party cited in PER02.</i>			
		AU			Defense Switched Network
		EM			Electronic Mail
		EX			Telephone Extension
					<i>Use only if PER03 is used citing code AU, IT, or TE.</i>
		FX			Facsimile
		IT			International Telephone
		MN			Modem Number
		TE			Telephone
		TL			Telex
		TM			Telemail
		TX			TWX
PER08	364	Communication Number	X	AN	1/80
		Complete communications number including country or area code when applicable			

Do not use blank spaces or dashes between numbers.

PER09 443 Contact Inquiry Reference O AN 1/20

Additional reference number or description to clarify a contact number

Use, if necessary, to provide the title of the party cited in PER02.

Segment:	ENT Entity
Position:	010
Loop:	ENT
Level:	Detail
Usage:	Optional
Max Use:	1
Purpose:	To designate the entities which are parties to a transaction and specify a reference meaningful to those entities
Syntax Notes:	<ol style="list-style-type: none"> 1 If any of ENT02 ENT03 or ENT04 is present, then all are required. 2 If any of ENT05 ENT06 or ENT07 is present, then all are required. 3 If either ENT08 or ENT09 is present, then the other is required.
Semantic Notes:	
Comments:	<ol style="list-style-type: none"> 1 This segment allows for the grouping of data by entity/entities at or within a master/masters. A master (e.g., an organization) can be comprised of numerous subgroups (e.g., entities). This master may send grouped data to another master (e.g., an organization) which is comprised of one or more entities. Groupings are as follows: <ol style="list-style-type: none"> (1) Single/Single: Only ENT01 is necessary, because there is a single entity (the sending master) communicating with a single entity (the receiving master). (2) Single/Multiple: ENT05, ENT06, and ENT07 would be used to identify the entities within the receiving master. The sending master is a single entity, so no other data elements need be used. (3) Multiple/Single: ENT02, ENT03, and ENT04 would be used to identify the entities within the sending master. The receiving master is a single entity, so no other data elements need be used. (4) Multiple/Multiple: ENT02, ENT03, and ENT04 would be used to identify the entities within the sending master. ENT05, ENT06, and ENT07 would be used to identify the entities within the receiving master. This segment also allows for the transmission of a unique reference number that is meaningful between the entities.
Notes:	<i>Agencies will use either a single iteration of the 2/ENT/010 loop for a remittance advice directly to the payee organization, (single/single as described in comments 1 and 2), or more than one iteration, if a consolidated payer (for a multiple/single transaction) as described in comments 3 and 4.</i>

Data Element Summary

Ref.	Data	Attributes
Des.	Element Name	
ENT01	554 Assigned Number	O N0 1/6
	Number assigned for differentiation within a transaction set	
	<i>Number assigned by the agency to each entity in the transaction.</i>	
ENT02	98 Entity Identifier Code	X ID 2/2
	Code identifying an organizational entity, a physical location, or an individual	
	<i>Use any code.</i>	
	Refer to 003050 Data Element Dictionary for acceptable code values.	
ENT03	66 Identification Code Qualifier	X ID 1/2

Code designating the system/method of code structure used for Identification Code (67)

Use any code.

Refer to 003050 Data Element Dictionary for acceptable code values.

	ENT04	67	Identification Code	X	AN	2/20
			Code identifying a party or other code			
N/U	ENT05	98	Entity Identifier Code	X	ID	2/2
			Code identifying an organizational entity, a physical location, or an individual			
N/U	ENT06	66	Identification Code Qualifier	X	ID	1/2
			Code designating the system/method of code structure used for Identification Code (67)			
N/U	ENT07	67	Identification Code	X	AN	2/20
			Code identifying a party or other code			
N/U	ENT08	128	Reference Number Qualifier	X	ID	2/2
			Code qualifying the Reference Number.			
N/U	ENT09	127	Reference Number	X	AN	1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.			

Segment: **N1** Name

Position: 020

Loop: N1

Level: Detail

Usage: Optional

Max Use: 1

Purpose: To identify a party by type of organization, name, and code

Syntax Notes:

- 1 At least one of N102 or N103 is required.
- 2 If either N103 or N104 is present, then the other is required.

Semantic Notes:

Comments:

- 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.
- 2 N105 and N106 further define the type of entity in N101.

Notes:

1. Use two repetitions of the N1 loop to identify at least the payer and payee organizations. One iteration for the payee is mandatory. A second iteration for the payer is optional.
2. Whenever possible, address information should be transmitted using code values contained in a combination of the N101 and N103/04 data elements. Use N102 and N2-N4 segments only when it is necessary to transmit the full address. For example, if a vendor can be identified by a DUNS number, it is not necessary to transmit the vendor's full address since the relationship between the DUNS number and the vendor's address can be established by accessing a data base in which the information is stored, having been put there at the time the vendor electronically registered as a federal government trading partner.
3. Use the 1/N1/070 loop to identify facility or geographic location that applies to all of the line items, or are not applicable at the line item level. When the addresses vary by line item, use the 2/N1/020 loop.

Data Element Summary

Ref.	Data	Name	Attributes
Des.	Element		
Must Use N101	98	Entity Identifier Code	M ID 2/2
		Code identifying an organizational entity, a physical location, or an individual	
		PE Payee	
		This code is used only by DoD.	
		VN Vendor	
N102	93	Name	X AN 1/35
		Free-form name	
N103	66	Identification Code Qualifier	X ID 1/2
		Code designating the system/method of code structure used for Identification Code (67)	
		Refer to 003050 Data Element Dictionary for acceptable code values.	

N104	67	Identification Code	X	AN	2/20
		Code identifying a party or other code			
N105	706	Entity Relationship Code	O	ID	2/2
		Code describing entity relationship			
		<i>Use any code.</i>			
		Refer to 003050 Data Element Dictionary for acceptable code values.			
N106	98	Entity Identifier Code	O	ID	2/2
		Code identifying an organizational entity, a physical location, or an individual			
		<i>Use any code.</i>			
		Refer to 003050 Data Element Dictionary for acceptable code values.			

Segment: **N2 Additional Name Information**
Position: 030
Loop: N1
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To specify additional names or those longer than 35 characters in length
Syntax Notes:
Semantic Notes:
Comments:
Notes: 1. This segment is not necessary when the cited party can be identified by a code value in N101/03/04. Use, when necessary, to cite a address to appear on a payment check when that method of payment has been approved.
 2. This segment is not necessary when the cited party can be identified by a code value in N101/03/04. Use, when necessary, to cite a name to appear on a payment check.

Data Element Summary

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use N201	93	Name	M	AN 1/35
		Free-form name		
N202	93	Name	O	AN 1/35
		Free-form name		

Segment: **N3** Address Information
Position: 040
Loop: N1
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To specify the location of the named party
Syntax Notes:
Semantic Notes:
Comments:
Notes: *This segment is not necessary when the cited party can be identified by a code value in N101/03/04. Use, when necessary, to cite a address to which a check is to be mailed.*

Data Element Summary				
	Ref.	Data		
	Des.	Element	Name	Attributes
Must Use	N301	166	Address Information	M AN 1/35
			Address information	
	N302	166	Address Information	O AN 1/35
			Address information	

Segment: **N4 Geographic Location**

Position: 050

Loop: N1

Level: Detail

Usage: Optional

Max Use: 1

Purpose: To specify the geographic place of the named party

Syntax Notes: 1 If N406 is present, then N405 is required.

Semantic Notes:

Comments: 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.

2 N402 is required only if city name (N401) is in the USA or Canada.

Notes: *This segment is not necessary when the cited party can be identified by a code value in N101/03/04. Use, when necessary, to cite a address to which a check is to be mailed.*

Data Element Summary

Ref.	Data	Name	Attributes
Des.	Element		
N401	19	City Name	O AN 2/30
		Free-form text for city name	
N402	156	State or Province Code	O ID 2/2
		Code (Standard State/Province) as defined by appropriate government agency	
N403	116	Postal Code	O ID 3/11
		Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	
N404	26	Country Code	O ID 2/3
		Code identifying the country	
N/U	N405	309 Location Qualifier	X ID 1/2
		Code identifying type of location	
N/U	N406	310 Location Identifier	O AN 1/30
		Code which identifies a specific location	

Segment: PER Administrative Communications Contact**Position:** 070**Loop:** N1**Level:** Detail**Usage:** Optional**Max Use:** >1**Purpose:** To identify a person or office to whom administrative communications should be directed

- Syntax Notes:**
- 1 If either PER03 or PER04 is present, then the other is required.
 - 2 If either PER05 or PER06 is present, then the other is required.
 - 3 If either PER07 or PER08 is present, then the other is required.

Semantic Notes:**Comments:**

Notes: Use this 2/PER/070 segment to identify a contact that applies to specific line items.
When the contact applies to all of the line items, use 1/PER/120 segment.

Data Element Summary

Ref.	Data	Attributes
Des.	Element Name	
Must Use PER01	366 Contact Function Code	M ID 2/2
	Code identifying the major duty or responsibility of the person or group named	
	IC Information Contact	
PER02	93 Name	O AN 1/35
	Free-form name	
	<i>Cite the last name first, followed by the first name. Do not truncate the last name if whole name is longer than 35 characters. Instead, truncate the first name or use the initial of the first name.</i>	
PER03	365 Communication Number Qualifier	X ID 2/2
	Code identifying the type of communication number	
	<i>Use to identify the preferred method of communication in the first repetition. Use PER05/06 to identify an additional communication number. Use additional repetitions of the PER segment to identify additional numbers.</i>	
	AU Defense Switched Network	
	EM Electronic Mail	
	FX Facsimile	
	IT International Telephone	
	MN Modem Number	
	TE Telephone	
	TL Telex	
	TM Telemail	
	TX TWX	
PER04	364 Communication Number	X AN 1/80

Complete communications number including country or area code when applicable

Do not include blank spaces or dashes between numbers.

PER05 365 Communication Number Qualifier X ID 2/2

Code identifying the type of communication number

1. Use to identify a second communications number for the party cited in PER02. For example, if PER03/04 cites a commercial telephone number, PER05/06 can be used to cite an Electronic Mail address.

2. Use only if PER03 is used citing code AU, IT, or TE.

AU Defense Switched Network

EM Electronic Mail

EX Telephone Extension

Use only if PER03 is used citing code AU, IT, or TE.

FX Facsimile

IT International Telephone

MN Modem Number

TE Telephone

TL Telex

TM Telemail

TX TWX

PER06 364 Communication Number X AN 1/80

Complete communications number including country or area code when applicable

Do not include blank spaces or dashes between numbers.

PER07 365 Communication Number Qualifier X ID 2/2

Code identifying the type of communication number

Use to provide a third communications number for the party cited in PER02.

AU Defense Switched Network

EM Electronic Mail

EX Telephone Extension

Use only if PER05 is used citing code AU, IT, or TE.

FX Facsimile

IT International Telephone

MN Modem Number

TE Telephone

TL Telex

TM Telemail

TX TWX

PER08 364 Communication Number X AN 1/80

Complete communications number including country or area code when

applicable

Do not include blank spaces or dashes between numbers.

PER09

443

Contact Inquiry Reference

O AN 1/20

Additional reference number or description to clarify a contact number

Use, if necessary, to provide the title of the party in PER02.

Segment:	ADX Adjustment
Position:	080
Loop:	ADX
Level:	Detail
Usage:	Optional
Max Use:	1
Purpose:	To convey accounts-payable adjustment information for the purpose of cash application, including payer-generated debit/credit memos
Syntax Notes:	1 If either ADX03 or ADX04 is present, then the other is required.
Semantic Notes:	1 ADX01 specifies the amount of the adjustment and must be signed if negative. If negative, it reduces the payment amount; if positive, it increases the payment amount. 2 ADX02 specifies the reason for claiming the adjustment. 3 ADX03 and ADX04 specify the identification of the adjustment.
Comments:	
Notes:	1. Use this 2/ADX/080 loop when payment amount differs from invoice to indicate adjustments included in the total amount paid based on adjustments to previously submitted invoices, not related to those indicated in the 2/RMR/150 loop. Segment can only be used when payment method is CTX or when sending remittance separately. 2. Use multiple iterations of this 2/ADX/080 to indicate multiple adjustments and reasons. 3. The outer ADX loop contains adjustment items that are not specifically netted to an RMR segment in the same transmission. An adjustment is being made to a previously remitted invoice not referenced in any of the RMR segments listed in the current transmission. An ADX loop can also be used in an account payable, post audit process with an adjustment presented after the original invoice is processed. Because of the timing difference, this may cause the adjustment to appear in the outer loop of the same transmission in which the RMR segment is referenced.

Data Element Summary

Ref.	Data			
Des.	Element	Name	Attributes	
Must Use ADX01	782	Monetary Amount	M	R 1/15
		Monetary amount		
		1. Use to indicate the adjustment amount.		
		2. Use a minus sign to indicate a debit.		
		3. A decimal point is required when the amount is in dollars and cents.		
Must Use ADX02	426	Adjustment Reason Code	M	ID 2/2
		Code indicating reason for credit memo, or adjustment to invoice, credit memo, or payment.		
		Use any authorized codes but listed codes are preferred.		
		51 Interest Penalty Charge		

		<i>Use to pay interest additional penalty under the Prompt Payment Act.</i>
52		Credit for Previous Overpayment
81		Credit as Agreed
L1		Audit
		<i>Use to indicate an itemized charge has been adjusted to the amount due to a pre-audit being performed; that audit identified a variance between the amount authorized by the receiver of the goods/service and the amount charged by the provider of the goods/service.</i>
L2		Discount
		<i>Use to indicate the dollar value of the discount applied that reduces the payment amount to the payee.</i>
L3		Penalty
		<i>Use to indicate the dollar value of the penalty assessed a business entity for a past due debt.</i>
L4		Administrative Fees
		<i>Use to indicate the dollar value of the administrative fee assessed a business entity for handling a debt.</i>
L5		Interest Due
		<i>Use to indicate interest due to government.</i>
L6		Interest Owed
		<i>Use to indicate a late payment under the Prompt Payment Act.</i>
L7		Miscellaneous Deductions
		<i>Use to indicate a deduction taken from the amount due a business entity for which no specific reason code exists. When used, provide an explanation in REF03 of the 2/REF/110 segment.</i>
L8		Miscellaneous Credits
		<i>Use to indicate an amount that increases the payment due a business entity for which no specific reason code exists. When used, provide an explanation in REF03 of the 2/REF/110 segment.</i>
LP		Late Payment
		<i>Use to indicate a late payment under the Prompt Payment Act.</i>

ADX03 128 Reference Number Qualifier X ID 2/2

Code qualifying the Reference Number.

1. Use to indicate the previous invoice or other billing document number for affecting the current adjustment.

2. *While any approved code may be used, listed codes are preferred*

AM	Adjustment Memo (Charge Back)
BL	Government Bill of Lading
BM	Bill of Lading Number
CL	Seller's Credit Memo
CM	Credit Memo
CN	Carrier's Reference Number (PRO/Invoice)
DB	Buyer's Debit Memo
DL	Debit Memo
IK	Invoice Number
MB	Master Bill of Lading
RZ	Returned Goods Authorization Number
SI	Shipper's Identifying Number for Shipment (SID)
TR	Government Transportation Request

ADX04 127 Reference Number X AN 1/30

Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.

Segment: **NTE** Note/Special Instruction
Position: 090
Loop: ADX
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To transmit information in a free-form format, if necessary, for comment or special instruction

Syntax Notes:**Semantic Notes:**

Comments: 1 The NTE segment permits free-form information/data which, under ANSI X12 standard implementations, is not machine processable. The use of the NTE segment should therefore be avoided, if at all possible, in an automated environment.

Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
NTE01	363	Note Reference Code	O ID 3/3
		Code identifying the functional area or purpose for which the note applies	
		PMT Payment	
Must Use NTE02	352	Description	M AN 1/80
		A free-form description to clarify the related data elements and their content	
		<i>Used to provide specific information about the adjustment of a Government Bill.</i>	

Segment: **DTM** Date/Time Reference
Position: 105
Loop: ADX
Level: Detail
Usage: Optional
Max Use: 1
Purpose: To specify pertinent dates and times
Syntax Notes: 1 At least one of DTM02 DTM03 or DTM06 is required.
2 If either DTM06 or DTM07 is present, then the other is required.
Semantic Notes:
Comments:

Data Element Summary					
	Ref.	Data			
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use	DTM01	374	Date/Time Qualifier	M	ID 3/3
			Code specifying type of date or time, or both date and time		
			140 Actual		
			<i>Use to indicate the actual date of the document specified in the preceding ADX segment.</i>		
	DTM02	373	Date	X	DT 6/6
			Date (YYMMDD)		
N/U	DTM03	337	Time	X	TM 4/8
			Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)		
N/U	DTM04	623	Time Code	O	ID 2/2
			Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow		
N/U	DTM05	624	Century	O	N0 2/2
			The first two characters in the designation of the year (CCYY)		
	DTM06	1250	Date Time Period Format Qualifier	X	ID 2/3
			Code indicating the date format, time format, or date and time format		
			<i>Use to identify the period for which interest was owned under the Prompt Payment Act in the preceding ADX segment.</i>		
			RD6 Range of Dates Expressed in Format YYMMDD -YYMMDD		
	DTM07	1251	Date Time Period	X	AN 1/35

Expression of a date, a time, or range of dates, times or dates and times

Segment: **REF** Reference Numbers
Position: 110
Loop: REF
Level: Detail
Usage: Optional
Max Use: 1
Purpose: To specify identifying numbers.
Syntax Notes: 1 At least one of REF02 or REF03 is required.
Semantic Notes:
Comments:
Notes: *Use this segment, if applicable, to cite ancillary reference numbers relating to the preceding ADX segment.*

Data Element Summary

Ref.	Data				
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>		
Must Use REF01	128	Reference Number Qualifier	M	ID	2/2
		Code qualifying the Reference Number.			
		<i>Use any code to cite an ancillary reference number relating to the data contained in the preceding ADX segment.</i>			
		1K Payor's Claim Number			
		<i>Number associated with an overcharge claim for a past Government bill.</i>			
		RB Rate code number			
		<i>When ADX02 is code L6, use to indicate the interest rate used to calculate the interest paid in the preceding ADX segment.</i>			
		TD Reason for Change			
		<i>When the ADX02 is L6, use to indicate the late payment code under the Prompt Payment Act.</i>			
		XX Rating Period			
		<i>When the ADX02 is L6, use to indicate the number of days used to calculate the amount paid in 2/ADX01/080.</i>			
REF02	127	Reference Number	X	AN	1/30
		Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.			
REF03	352	Description	X	AN	1/80
		A free-form description to clarify the related data elements and their content			
		<i>When ADX02 is code L7 or L8, use to provide an explanation of the miscellaneous deduction or credit resulting from the document number cited in REF01/02.</i>			

Segment:	RMR Remittance Advice Accounts Receivable Open Item Reference
Position:	150
Loop:	RMR
Level:	Detail
Usage:	Optional
Max Use:	1
Purpose:	To specify the accounts receivable open item(s) to be included in the cash application and to convey the appropriate detail
Syntax Notes:	1 If either RMR01 or RMR02 is present, then the other is required.
Semantic Notes:	1 If RMR03 is present, it specifies how the cash is to be applied. 2 RMR04 is the amount paid. 3 RMR05 is the amount of invoice (including charges, less allowance) before terms discount (if discount is applicable) or debit amount or credit amount of referenced items. 4 RMR06 is the amount of discount taken which may be less than or equal to the amount of discount permitted.
Comments:	1 Parties using this segment should agree on the content of RMR01 and RMR02 prior to initiating communication. 2 If RMR03 is not present, this is a payment for an open item. If paying an open item, RMR02 must be present. If not paying a specific open item, RMR04 must be present. 3 RMR05 may be needed by some payees to distinguish between duplicate reference numbers.
Notes:	1. Use multiple iterations of the 2/RMR/150 loop as needed to indicate individual invoice numbers included within the remittance amount. 2. Use to identify all open items to be included in the cash application (i.e., invoices, seller credit memos, etc.). Include agency data as available, in all relevant data element in each iteration of an RMR segment. 3. The RMR is to be used for open items being referenced for payment on account. The inner ADX segment should be used for buyer generated claims or other adjustments.

Data Element Summary

Ref.	Data		
Des.	Element	Name	Attributes
RMR01	128	Reference Number Qualifier	X ID 2/2
		Code qualifying the Reference Number.	
		When used in a system employing evaluated receipt settlement (ERS), there must be at least one iteration of the RMR segment citing one of codes BM, PK, or SI in data element RMR01 and ER in RMR03.	
		1V	Related Vendor Order Number
		AM	Adjustment Memo (Charge Back)
		BM	Bill of Lading Number
		CL	Seller's Credit Memo

		CN	Carrier's Reference Number (PRO/Invoice) <i>For transportation, use code "CN" if invoice is original.</i>		
		DL	Debit Memo		
		IS	Invoice Number Suffix <i>For transportation, use code "IS" if invoice is supplemental.</i>		
		IV	Seller's Invoice Number <i>For example: A third party billing service is the seller to the contractor providing the product to the Government.</i>		
		OI	Original Invoice Number		
		PK	Packing List Number		
		R7	Accounts Receivable Open Item <i>Use, as applicable, as a generic reference to an open item unless another listed qualifier code defines the precise nature of the item being referenced.</i>		
		SI	Shipper's Identifying Number for Shipment (SID)		
RMR02	127	Reference Number		X AN 1/30	
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.		
RMR03	482	Payment Action Code		O ID 2/2	
			Code specifying the type of accounts receivable open item(s) to be included in a cash application.		
		ER	Evaluated Receipts Settlement		
		NS	Not Specified (Unknown as to Type of Payment)		
		PA	Payment in Advance		
		PI	Pay Item <i>Use in preference over code PP when an item is expected to be cleared.</i>		
		PO	Payment on Account		
		PP	Partial Payment <i>Do not use for progress payment. This code is used only when a partial payment is applicable. Data maintenance shall be requested for the addition of a code to indicate an applicable progress payment. Do not use this code if an item is expected to be cleared. Use code PI instead.</i>		
RMR04	782	Monetary Amount		O R 1/15	
			Monetary amount <i>1. Use to indicate the net amount paid on the specified invoice.</i> <i>2. A decimal point is required when amount is in dollars and cents.</i>		
RMR05	782	Monetary Amount		O R 1/15	

		Monetary amount		
		<i>Use to identify the amount invoiced.</i>		
RMR06	782	Monetary Amount	O R	1/15
		Monetary amount		
		<i>Use to identify the total amount of the discount taken.</i>		

Segment: **REF** Reference Numbers

Position: 170

Loop: RMR

Level: Detail

Usage: Optional

Max Use: >1

Purpose: To specify identifying numbers.

Syntax Notes: 1 At least one of REF02 or REF03 is required.

Semantic Notes:

Comments:

Notes: *This segment contains ancillary reference numbers relating to the preceding RMR segment. This segment shall not be used to identify the primary document number. Instead, cite that number in data elements RMR01/02.*

Data Element Summary

Ref.	Data	Name	Attributes
Des.	Element		
Must Use REF01	128	Reference Number Qualifier	M ID 2/2
		Code qualifying the Reference Number.	
		<i>While any code can be used, listed codes are preferred.</i>	
		AA Accounts Receivable Statement Number	
		AX Government Accounting Class Reference Number (ACRN)	
		BL Government Bill of Lading	
		BM Bill of Lading Number	
		BT Batch Number	
		C7 Contract Line Item Number	
		CK Check Number	
		CN Carrier's Reference Number (PRO/Invoice)	
		DO Delivery Order Number	
		DP Department Number	
		FS Final Sequence Number	
		GC Government Contract Number	
		IL Internal Order Number	
		IV Seller's Invoice Number	
		MB Master Bill of Lading	
		MG Meter Number	
		PO Purchase Order Number	
		RZ Returned Goods Authorization Number	
		SH Sender Defined Clause	
		SI Shipper's Identifying Number for Shipment (SID)	
		ST Store Number	
		TR Government Transportation Request	

		VV	Voucher			
		XF	Government Bill of Lading Office Code			
		XG	Airline Ticket Number			
		XH	Contract Auditor ID Number			
	REF02	127	Reference Number	X	AN	1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.			
			<i>If REF01 is BL, then REF02 cannot contain punctuation or special characters.</i>			
N/U	REF03	352	Description	X	AN	1/80
			A free-form description to clarify the related data elements and their content			

Segment: **DTM** **Date/Time Reference**
Position: 180
Loop: RMR
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To specify pertinent dates and times
Syntax Notes: **1** At least one of DTM02 DTM03 or DTM06 is required.
2 If either DTM06 or DTM07 is present, then the other is required.
Semantic Notes:
Comments:
Notes: *Cite the date of the document specified in the preceding RMR segment.*

Data Element Summary

Ref.	Data							
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>					
Must Use	DTM01	374	Date/Time Qualifier	M	ID	3/3		
			Code specifying type of date or time, or both date and time					
			003	Invoice				
			095	Bill of Lading				
			140	Actual				
				<i>The actual date of the document cited in the preceding data element RMR02.</i>				
			496	Contract Audit Date				
	DTM02	373	Date	X	DT	6/6		
			Date (YYMMDD)					
N/U	DTM03	337	Time	X	TM	4/8		
			Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)					
N/U	DTM04	623	Time Code	O	ID	2/2		
			Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow					
N/U	DTM05	624	Century	O	N0	2/2		
			The first two characters in the designation of the year (CCYY)					
N/U	DTM06	1250	Date Time Period Format Qualifier	X	ID	2/3		
			Code indicating the date format, time format, or date and time format					
N/U	DTM07	1251	Date Time Period	X	AN	1/35		
			Expression of a date, a time, or range of dates, times or dates and times					

Segment: **ADX** Adjustment

Position: 210

Loop: ADX

Level: Detail

Usage: Optional

Max Use: 1

Purpose: To convey accounts-payable adjustment information for the purpose of cash application, including payer-generated debit/credit memos

Syntax Notes: 1 If either ADX03 or ADX04 is present, then the other is required.

Semantic Notes: 1 ADX01 specifies the amount of the adjustment and must be signed if negative. If negative, it reduces the payment amount; if positive, it increases the payment amount.
2 ADX02 specifies the reason for claiming the adjustment.
3 ADX03 and ADX04 specify the identification of the adjustment.

Comments:

Notes: *When payment amount varies from invoice amount, use multiple iterations of this 2/ADX/210 loop as needed to identify one or more adjustments to the current invoice indicated in the corresponding 2/RMR/150 loop.*

Data Element Summary

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use ADX01	782	Monetary Amount	M	R 1/15
		Monetary amount		
		1. Use to indicate the adjustment amount.		
		2. Use a minus sign to indicate a debit.		
		3. A decimal point is required when amount is in dollars and cents.		
Must Use ADX02	426	Adjustment Reason Code	M	ID 2/2
		Code indicating reason for credit memo, or adjustment to invoice, credit memo, or payment.		
		01 Pricing Error		
		06 Quantity Contested		
		11 Returns - Damage		
		22 Weight Error		
		23 Special Charge Not Authorized		
		54 Freight Deducted		
		55 Tax Deducted		
		72 Authorized Return		
		74 Cancel or Adjust Prior Credit/Debit Adjustment		
		75 Total Order Not Received		
		87 Duplicate Shipment		
		A2 Misshipped (Wrong Product Received)		

A4	Nonreceipt of Goods
E1	Recoupment
E9	Order Cancelled
L1	Audit
L2	Discount
L3	Penalty
L4	Administrative Fees
L5	Interest Due
L6	Interest Owed
L7	Miscellaneous Deductions
L8	Miscellaneous Credits

ADX03	128	Reference Number Qualifier	X	ID	2/2
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Code qualifying the Reference Number.

CM	Credit Memo
DL	Debit Memo
IX	Item Number
XG	Airline Ticket Number

ADX04	127	Reference Number	X	AN	1/30
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Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.

Segment: **NTE** Note/Special Instruction
Position: 220
Loop: ADX
Level: Detail
Usage: Optional
Max Use: >1
Purpose: To transmit information in a free-form format, if necessary, for comment or special instruction

Syntax Notes:**Semantic Notes:**

Comments: 1 The NTE segment permits free-form information/data which, under ANSI X12 standard implementations, is not machine processable. The use of the NTE segment should therefore be avoided, if at all possible, in an automated environment.

Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
NTE01	363	Note Reference Code	O ID 3/3
		Code identifying the functional area or purpose for which the note applies	
		PMT Payment	
Must Use NTE02	352	Description	M AN 1/80
		A free-form description to clarify the related data elements and their content	
		<i>Used to provide specific information about the adjustment of a Government Bill.</i>	

Segment: **REF** **Reference Numbers**
Position: 240
Loop: REF
Level: Detail
Usage: Optional
Max Use: 1
Purpose: To specify identifying numbers.
Syntax Notes: 1 At least one of REF02 or REF03 is required.
Semantic Notes:
Comments:
Notes: *Use this segment, if applicable, to cite ancillary reference numbers relating to the preceding ADX segment.*

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u> <u>Name</u>	
Must Use	REF01	128 Reference Number Qualifier	M ID 2/2
		Code qualifying the Reference Number.	
		<i>Use any code to cite an ancillary reference number relating to the data contained in the immediately preceding ADX segments.</i>	
		RB Rate code number	
		<i>When ADX02 is code L6, use to indicate the interest rate used to calculate the interest paid in the preceding ADX segment.</i>	
		TD Reason for Change	
		<i>When the ADX02 is L6, use to indicate the late payment code under the Prompt Payment Act.</i>	
		XX Rating Period	
		<i>When the ADX02 is L6, use to indicate the number of days used to calculate the amount paid in the 2/ADX01/080.</i>	
	REF02	127 Reference Number	X AN 1/30
		Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	
N/U	REF03	352 Description	X AN 1/80
		A free-form description to clarify the related data elements and their content	

Segment: **DTM** **Date/Time Reference**

Position: 250

Loop: REF

Level: Detail

Usage: Optional

Max Use: >1

Purpose: To specify pertinent dates and times

Syntax Notes: **1** At least one of DTM02 DTM03 or DTM06 is required.
2 If either DTM06 or DTM07 is present, then the other is required.

Semantic Notes:

Comments:

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u> <u>Name</u>	<u>ID</u>
Must Use	DTM01	374 Date/Time Qualifier	M ID 3/3
		Code specifying type of date or time, or both date and time	
		140 Actual	
		<i>Use to indicate the actual date of the document specified in the immediately preceding ADX segment.</i>	
	DTM02	373 Date	X DT 6/6
		Date (YYMMDD)	
N/U	DTM03	337 Time	X TM 4/8
		Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	
N/U	DTM04	623 Time Code	O ID 2/2
		Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow	
N/U	DTM05	624 Century	O N0 2/2
		The first two characters in the designation of the year (CCYY)	
	DTM06	1250 Date Time Period Format Qualifier	X ID 2/3
		Code indicating the date format, time format, or date and time format	
		<i>Use to identify the period for which interest was owned under the Prompt Payment Act in the preceding ADX segment.</i>	
		RD6 Range of Dates Expressed in Format YYMMDD -YYMMDD	
	DTM07	1251 Date Time Period	X AN 1/35

Expression of a date, a time, or range of dates, times or dates and times

Segment: **DED Deductions**

Position: 287

Loop: DED

Level: Detail

Usage: Optional

Max Use: 1

Purpose: To specify payment related information for child support payment deductions

Syntax Notes:

Semantic Notes:

- 1 DED02 is the code indicating the case identifier.
- 2 DED03 is the pay date.
- 3 DED04 is the payment amount.
- 4 DED05 is the social security number of the absent parent.
- 5 DED06 indicates if the obligor has family medical insurance coverage available through their employer. A "Y" indicates medical coverage is available; an "N" indicates there is no coverage.
- 6 DED07 is the name of the absent parent. The absent parent's name contains the first seven letters of the obligor's last name followed by the first three letters of the obligor's first name. A comma must be used to separate the last name from the first name of the absent parent when the last name is less than seven characters.
- 7 DED08 contains the Federal Information Process Standard (FIPS) Code. The FIPS code is 5 characters when indicating both the state and county codes. It is seven characters when indicating state, county and local codes.
- 8 DED09 identifies to the child support enforcement agency that an individual's employment has terminated. A "Y" is used if the employee has been terminated otherwise the field is not used. DED04 may contain zero if this field is used.

Comments:

Data Element Summary

Ref.	Data			
Des.	Element	Name	Attributes	
Must Use DED01	1511	Type of Deduction	M	ID 2/2
		Code specifying type of deduction being withheld from an employee's pay		
		Refer to 003050 Data Element Dictionary for acceptable code values.		
Must Use DED02	127	Reference Number	M	AN 1/30
		Reference number or identification number as defined for a particular		
		Transaction Set, or as specified by the Reference Number Qualifier.		
Must Use DED03	373	Date	M	DT 6/6
		Date (YYMMDD)		
Must Use DED04	610	Amount	M	N2 1/15
		Monetary amount		
Must Use DED05	127	Reference Number	M	AN 1/30
		Reference number or identification number as defined for a particular		
		Transaction Set, or as specified by the Reference Number Qualifier.		

Must Use	DED06	1073	Yes/No Condition or Response Code	M	ID	1/1
			Code indicating a Yes or No condition or response Refer to 003050 Data Element Dictionary for acceptable code values.			
	DED07	93	Name	O	AN	1/35
			Free-form name			
	DED08	127	Reference Number	O	AN	1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.			
	DED09	1073	Yes/No Condition or Response Code	O	ID	1/1
			Code indicating a Yes or No condition or response Refer to 003050 Data Element Dictionary for acceptable code values.			

Segment: **SE** Transaction Set Trailer
Position: 010
Loop:
Level: Summary
Usage: Mandatory
Max Use: 1
Purpose: To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments).

Syntax Notes:**Semantic Notes:**

Comments: 1 SE is the last segment of each transaction set.

Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use SE01	96	Number of Included Segments	M N0 1/10
		Total number of segments included in a transaction set including ST and SE segments	
Must Use SE02	329	Transaction Set Control Number	M AN 4/9
		Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	
		<i>Cite the same number that is contained in ST02.</i>	